

**IDAHO CONTRACTORS BOARD**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Minutes of 12/17/2013**

**BOARD MEMBERS PRESENT:** John Robert Pilote - Chair  
Deborah Ann Karren  
Scott Schriber

**BOARD MEMBERS ABSENT:** Roy C. Ellis

**BUREAU STAFF:** Dawn Hall, Administrative Support Manager  
Maurie Ellsworth, Legal Counsel  
Marcie Rightnowar, Complaints Hearing  
Coordinator  
Erin Anderson, Technical Records Specialist I

The meeting was called to order at 10:00 AM MST by John Robert Pilote.

**APPROVAL OF MINUTES**

Mr. Schriber made a motion to approve the minutes of 9/17/2013 and 11/19/2013. It was seconded by Ms. Karren. Motion carried.

**NEW BUSINESS**

Ms. Rightnowar presented a payment arrangement request to the Board for case number CON-2012-66. Mr. Schriber made a motion to deny the request and directed Ms. Rightnowar to proceed with forwarding the balance to collections. It was seconded by Ms. Karren. Motion carried.

**EXECUTIVE SESSION**

Mr. Schriber made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Karren. The vote was: Mr. Schriber, aye; M. Pilote, aye; and Ms. Karren, aye. Motion carried.

Ms. Karren made a motion to come out of executive session. It was seconded by Mr. Schriber. The vote was: Mr. Schriber, aye; M. Pilote, aye; and Ms. Karren, aye. Motion carried..

**APPLICATIONS**

Mr. Schriber made a motion to approve the following for registration:

RCT-36413  
RCE-34531  
RCE-34480  
RCE-36417

It was seconded by Ms. Karren. Motion carried.

Mr. Schriber made a motion to approve issuance of a registration pending receipt of proof of payment of restitution:

#901130697

It was seconded by Ms. Karren. Motion carried.

**NEXT MEETING** was scheduled for 1/22/2014 at 8:30 AM.

## **ADJOURNMENT**

Mr. Schriber made a motion to adjourn the meeting at 10:30 AM. It was seconded by Ms. Karren. Motion carried.

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John Robert Pilote, Chair

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Deborah Ann Karren

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Scott Schriber

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Roy C. Ellis

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Tana Cory, Bureau Chief